

EEOP Utilization Report



Mon Aug 29 09:07:56 EDT 2016

Step 1: Introductory Information

Grant Title:	Family Services Unit - DOVE - 2016	Grant Number:	2013-VAWA-027-NC
Grantee Name:	Columbia Police Department	Award Amount:	\$158,200.00
Grantee Type:	Local Government Agency		
Address:	600 E Walnut Columbia, Missouri 65201		
Contact Person:	Lisa Roland	Telephone #:	573-874-7419
Contact Address:	600 E Walnut Columbia, Missouri 65201		
DOJ Grant Manager:	Beth Evers	DOJ Telephone #:	573-522-1849

Policy Statement:

EQUAL EMPLOYMENT OPPORTUNITY POLICY AND AFFIRMATIVE ACTION PROGRAM

It is the policy of the city to promote and ensure equal opportunity for all persons (without regard to race, creed, color, marital status, national origin, religion, sex, age, sexual orientation, gender identity, disability, political affiliation or ancestry) employed or seeking employment, using city facilities or being serviced by the city. The policy of equality applies to every aspect of city employment practice and policy involving all activity areas. The city assures non-discrimination in recruiting, hiring, training, placement, advancement, compensation, working conditions, demotion, layoff and termination.

Step 4b: Narrative Underutilization Analysis

The City of Columbia Police Department has an under-utilization of white and black women in the Protective Services: Sworn - Patrol Officers area. However, given the small number of women in other categories, such as Professionals, Operators, and Technicians, it is difficult to conclude the exact reason for the level of under-utilization in Protective Services: Sworn-Patrol Officers. There may need to be some investigation into the number of women who have an interest in being employed as a Sworn Patrol Officer. The City views this as an opportunity to introduce the idea of policing to a group that may not have considered it previously.

In keeping with the City of Columbia's commitment to having a diverse workforce that is a reflection of the community we serve, the City of Columbia will examine its recruitment and retention practices in an effort to attract more females in general, but especially black and white females when applying for entry-level Police Officer positions.

Step 5 & 6: Objectives and Steps

1. To encourage white females to apply for vacancies particularly in the category of Protective Services Sworn Patrol Officers

- a. The Human Resources Department and the Columbia Police Department will continue recruitment efforts to attract and retain white female applicants for positions in the Protective Services Sworn Patrol Officers category. We will continue to work with organizations for successful female recruitment including churches, special interest groups, area military bases, and Missouri colleges and universities and the Law Enforcement Training Institute at the University of Missouri-Columbia campus.
- b. The Human Resources Department and the Columbia Police Department will continue to monitor records of all personnel activity, including placements, transfers, promotions, terminations and compensations, at all levels to ensure our non-discriminatory policy is being followed.
- c. The Human Resources Department and the Columbia Police Department will continue reviewing personnel actions involving females to ensure they are not dealing with any artificial barriers to being hired or advancement in the City of Columbia.

2. To encourage black females to apply for vacancies particularly in the category of Protective Services Sworn Patrol Officers

- a. The Human Resources Department and the Columbia Police Department will continue recruitment efforts to attract and retain black female applicants for positions in the Protective Services Sworn Patrol Officers category. We will continue to work with organizations for successful female recruitment including churches, special interest groups, area military bases, and Missouri colleges and universities and the Law Enforcement Training Institute at the University of Missouri-Columbia campus and Lincoln University, mid-Missouri's only historically black university.
- b. The Human Resources Department and the Columbia Police Department will continue to monitor records of all personnel activity, including placements, transfers, promotions, terminations and compensations, at all levels to ensure our non-discriminatory policy is being followed.
- c. The Human Resources Department and the Columbia Police Department will continue reviewing personnel actions involving females to ensure they are not dealing with any artificial barriers to being hired or advancement in the City of Columbia.

3. To encourage females in general to apply for vacancies particularly in the category of Protective Services Sworn Patrol Officers

- a. The Human Resources Department and the Columbia Police Department will continue recruitment efforts to attract and retain female applicants for positions in the Protective Services Sworn Patrol Officers category. We will continue to work with organizations for successful female recruitment including churches, special interest groups, area military bases, and Missouri colleges and universities and the Law Enforcement Training Institute at the University of Missouri-Columbia campus and Lincoln University, mid-Missouri's only historically black university.
- b. The Human Resources Department and the Columbia Police Department will continue to monitor records of all personnel activity, including placements, transfers, promotions, terminations and compensations, at all levels to ensure our non-discriminatory policy is being followed.

c. The Human Resources Department and the Columbia Police Department will continue reviewing personnel actions involving females to ensure they are not dealing with any artificial barriers to being hired or advancement in the City of Columbia.

Step 7a: Internal Dissemination

A copy of the EEOP short form will be distributed to the Police Department.

A copy of the EEOP short form will be posted on the City of Columbia website.

A hard copy will be kept in the Human Resources Department and will be made available upon request.

Step 7b: External Dissemination

A copy of the EEOP short form will be posted on the City of Columbia website.

A hard copy will be kept in the Human Resources Department and will be made available upon request.

Utilization Analysis Chart
Relevant Labor Market: Boone County, Missouri

Job Categories	Male							Female								
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Officials/Administrators	Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
	CLS #/%	4,890/51 %	89/1 %	185/2 %	4/0 %	50/1 %	25/0 %	35/0 %	0/0 %	3,885/41 %	110/1 %	180/2 %	0/0 %	55/1 %	55/1 %	0/0 %
	Utilization #/%															
	Professionals															
Technicians	Workforce #/%	1/33 %	0/0 %	0/0 %	0/0 %	0/0 %	0/0 %	0/0 %	0/0 %	2/67 %	0/0 %	0/0 %	0/0 %	0/0 %	0/0 %	0/0 %
	CLS #/%	7,540/36 %	205/1 %	270/1 %	0/0 %	870/4 %	0/0 %	90/0 %	10/0 %	10,830/51 %	160/1 %	455/2 %	4/0 %	555/3 %	0/0 %	25/0 %
	Utilization #/%	-2 %	-1 %	-1 %	0 %	-4 %	0 %	-0 %	-0 %	15 %	-1 %	-2 %	-0 %	-3 %	0 %	-0 %
	Technicians															
Protective Services: Sworn-Officials	Workforce #/%	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/	0/
	CLS #/%	1,645/39 %	0/0 %	25/1 %	4/0 %	60/1 %	0/0 %	14/0 %	35/1 %	2,195/52 %	10/0 %	130/3 %	0/0 %	90/2 %	0/0 %	15/0 %
	Utilization #/%															
	Protective Services: Sworn-Officials															
Protective Services: Sworn-Patrol Officers	Workforce #/%	29/83 %	1/3 %	1/3 %	0/0 %	0/0 %	0/0 %	0/0 %	0/0 %	4/11 %	0/0 %	0/0 %	0/0 %	0/0 %	0/0 %	0/0 %
	CLS #/%	675/77 %	0/0 %	60/7 %	0/0 %	0/0 %	0/0 %	10/1 %	0/0 %	95/11 %	0/0 %	0/0 %	0/0 %	0/0 %	40/5 %	0/0 %
	Utilization #/%	6 %	3 %	-4 %	0 %	0 %	0 %	-1 %	0 %	1 %	0 %	0 %	0 %	0 %	-5 %	0 %
	Protective Services: Sworn-Patrol Officers															
Protective Services: Non-sworn	Workforce #/%	92/76 %	4/3 %	4/3 %	1/1 %	1/1 %	0/0 %	0/0 %	0/0 %	18/15 %	0/0 %	1/1 %	0/0 %	0/0 %	0/0 %	0/0 %
	Civilian Labor Force #/%	5,935/39 %	135/1 %	845/6 %	4/0 %	55/0 %	25/0 %	143/1 %	35/0 %	6,520/43 %	175/1 %	900/6 %	45/0 %	130/1 %	0/0 %	110/1 %
	Utilization #/%	37 %	2 %	-2 %	1 %	0 %	-0 %	-1 %	-0 %	-28 %	-1 %	-5 %	-0 %	-1 %	0 %	-1 %
	Protective Services: Non-sworn															
Workforce #/%	5/42 %	0/0 %	3/25 %	0/0 %	0/0 %	0/0 %	0/0 %	0/0 %	0/0 %	4/33 %	0/0 %	0/0 %	0/0 %	0/0 %	0/0 %	0/0 %

Job Categories	Male							Female								
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
CLS #/%	130/45%	15/5%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	145/50%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Utilization #/%	-3%	-5%	25%	0%	0%	0%	0%	0%	-17%	0%	0%	0%	0%	0%	0%	0%
Administrative Support																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	16/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	7,405/31%	125/1%	585/2%	15/0%	140/1%	20/0%	84/0%	10/0%	13,350/57%	205/1%	1,145/5%	55/0%	180/1%	10/0%	135/1%	120/1%
Utilization #/%	-31%	-1%	-2%	-0%	-1%	-0%	-0%	-0%	43%	-1%	-5%	-0%	-1%	-0%	-1%	-1%
Skilled Craft																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	5,885/88%	195/3%	210/3%	10/0%	25/0%	0/0%	40/1%	4/0%	270/4%	0/0%	40/1%	0/0%	10/0%	0/0%	0/0%	0/0%
Utilization #/%	12%	-3%	-3%	-0%	-0%	0%	-1%	-0%	-4%	0%	-1%	0%	-0%	0%	0%	0%
Service/Maintenance																
Workforce #/%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
CLS #/%	8,450/41%	710/3%	1,460/7%	30/0%	110/1%	4/0%	140/1%	4/0%	7,135/35%	380/2%	1,280/6%	60/0%	365/2%	10/0%	155/1%	70/0%
Utilization #/%	59%	-3%	-7%	-0%	-1%	-0%	-1%	-0%	-35%	-2%	-6%	-0%	-2%	-0%	-1%	-0%

Significant Underutilization Chart

Job Categories	Male						Female									
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Protective Services: Sworn-Patrol Officers									✓		✓					

Law Enforcement Category Rank Chart

Job Categories	Male								Female							
	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other	White	Hispanic or Latino	Black or African American	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Two or More Races	Other
Police Sergeant																
Workforce #/%	22/92%	0/0%	1/4%	0/0%	0/0%	0/0%	0/0%	0/0%	1/4%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Police Lieutenant																
Workforce #/%	4/67%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	2/33%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Police Chief																
Workforce #/%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Deputy Police Chief																
Workforce #/%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	1/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Asst Police Chief																
Workforce #/%	3/100%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%	0/0%
Protective Services:																
Sworn-Patrol Officers																
Workforce #/%	92/76%	4/3%	4/3%	1/1%	1/1%	0/0%	0/0%	0/0%	18/15%	0/0%	1/1%	0/0%	0/0%	0/0%	0/0%	0/0%

I understand the regulatory obligation under 28 C.F.R. § 42.301-.308 to collect and maintain extensive employment data by race, national origin, and sex, even though our organization may not use all of this data in completing the EEOP Utilization Report.

I have reviewed the foregoing EEOP Utilization Report and certify the accuracy of the reported workforce data and our organization's employment policies.

Orzgem Budby HR Director 8/29/16
[signature] [title] [date]